

FOREWORD

The DDRS-VRS *Policy and Procedure Manual* (PPM) contains the operational policies and required practices of the Vocational Rehabilitation Program pertinent to the provision of Vocational Rehabilitation Program services to individuals with disabilities. The policies and required practices are based on the provisions of the Rehabilitation Act of 1973 (P.L. 103-73), as amended (29 USC 701, *et seq.*), the implementing regulations of the United States Education Department (34 CFR 361, *et seq.*), the subregulatory policy directives of the Rehabilitation Services Administration, and pertinent sections of the Indiana Code.

The PPM is a publication of Vocational Rehabilitation Services (VRS), which is part of the Division of Disability and Rehabilitative Services (DDRS) of the Indiana Family and Social Services Administration (FSSA). It is intended for the use of Vocational Rehabilitation Program staff as an operational and reference guide to program policy and practice, of the public (including, but not limited to, individuals with disabilities who have applied for or are participating in services, their family members, advocates, and other representatives), and other interested parties.